



CARSON-NEWMAN
A CHRISTIAN UNIVERSITY

August 6, 2026

James Gallup, City Manager
City of Jefferson City
112 City Center Drive
P.O. Box 530
Jefferson City, TN 37760

Dear James,

We respectfully request that the current contract between Carson-Newman University and Jefferson City Police Department be extended on a continuation basis under its existing terms and conditions until December 31, 2026.

This extension will ensure continuity of services and avoid any interruption until an updated agreement is prepared and reviewed by both parties.

Should you require any additional information to facilitate this request, please do not hesitate to contact me.

Respectfully,

Alex Melber
Vice President | Financial and University Services
Chief Financial Officer